1907

Education

File No 355-05

Sl No - 1, 2, 4, 5, 6, 7.

Revision of the powers and duties of the Inspecting Officers.

G R S 56
Previous references
222 - 04-05.

1907
(Edn)

File No 355-05
Serial Nos ~~XXXXX~~
1, 2, 4, 5, 6, 7

Later references

GENERAL AND REVENUE SECRETARIAT

Serial Nos ~~XXXX~~ 1-2 and 4-7

Part B for June 1907

Subject

Revision of the powers and duties of the Inspecting officers

---

1 From the Dy Sec of Edn No 9657/638 & 10-6-07
Submits for sanction a revised code defining the powers and duties of the Inspecting officers of the State.

To the offg Dy Sec of Edn No 1931 & 31 & 06 Requests him to furnish his remarks and suggestions, if any, on the inspection code submitted by Mr Bhabha.

From the Dy Sec of Edn. No 2917 & 23 10 06 States that the Inspection Code was drawn up in accordance with the resolution passed at a conference of Inspecting officers and the rules have been framed with the object of minimising frictions, &c.

To the Dy Sec of Edn and Comptroller. No 1761-28 12-6-07
Sanctions the revised rules for the guidance of Inspecting officers in Mysore.

G R S 11J

1905-06

GENERAL AND REVENUE SECRETARIAT

(Education)

NOTES

File No 355/05

FILE HEADING

Revision of the powers and duties of the Inspecting officers

From The Inspr Genl of Edn in Mysore

No 9657/638 Dated 9/10/6/06 Received 12/6/06

Diary No 9636 | Enclos | Spare Copies | Serial No 1

BRIEF ABSTRACT OF LETTER

Submits for sanction a revised code defining the powers and duties of the Inspecting officers of the State

NOTES AND ORDERS

Pkg O

Rules re-the powers and duties of the Inspecting officers of Schools were sanctioned in G.O No. G 1831-2 of the 17th October 1903. In 1905-06 the Revision of the Inspectorate was sanctioned appointing 2 circle Insprs to 8 more Asstt Dy Inspr

Notes—First sheet

MGCPL—50 000—17-05

GRS 12J
General and Revenue
Secretariat

Ed. File No 355 of 1906

Serial No	
	(Vide G.O. No. Pl. 678-9/Ed. 222-04 dt. the 22nd July 1905) But this order was carried out only recently i.e. in March 1906 (Papers have been called for in connection with Mr. Venkatasawmy Naidu's petition for being retained in the Inspecting Grade)
	2 Mr. Bhabha therefore submits a revised code defining the powers and duties of the Inspecting officers. The powers etc of the Inspecting officers of Industrial Schools have been recently sanctioned (Vide G.O. 829-20/Ed. 184-05 dt. 29/2/06)
	Submitted for orders
Received 25/6/06	4/6/06 A comparative statement showing the present and proposed Rules is put up as per Verbal order of the Asst Secy
	7/7/06 Submitted to the Dewan thro' the 1st Councillor with draft sanctioning the Rules with a few observations.
9-806	7/8/06 Recommended Suggestion may be approved

NOTE—Contn sheet

GPB—50,000 3 10 05

G R S 12J
General and Revenue
Secretariat

Edn File No 355 of 1906

Serial No

1

May be requested to favour Govt with his remarks & suggestions if any. - Ltr 21/8/06

Do - do - 4/9/06

Draft Subd

Kindly 27/8/06

Since 4 Secs weekly reminders the reply is awd

23
29/8/06

2

To the Offg Inspr Genl of Edn No 1931 dt 31/8/06 - Requested him to furnish his Remarks and Suggestions, if any, on the inspection Code Subd by Mr Bhabha.

3 From - Do - No 2917/245 dt 23/10/06 - States that the Inspection Code was drawn up in accordance with the Resolutions passed at a Conference of Inspecting officers

Mr Venkata Rao said that he would obtain the orders also on the point in connection with the other file placing on the other file Viz Govt Rules before Council

Note—Contn sh ct

GPB—50 000 —23 10 06

Serial No

and the Rules have been perused with the object of minimising friction of conflicting interests and that they may be passed tentatively as they stand with the few exceptions noted.

The following is the chief exception The concluding sentence of para 1 of Chapter II (page 1). states that the Hons Secys of Girls' Schools at Distt Head Quarters may correspond either with the Inspr of Schools the Circle or with the Dy Inspr of the Distt. Under the Rules for Girls' Committees issued in G Notfn No 13156/ed 266 of 10/12 the Hons Secys of such Committees will communicate with the D I direct (Vide Rule 14) — Thus the present Rule Conflicts with the Rules for the guidance of Girls' Schools Committees which are incorporated in full in the Edn Rules now under Consideration in Council. I therefore suggest that the last sentence of para I of Chapter II Referred to may be omitted.

(PB—50 000 -23 10 05

Serial No

The other suggestions of Mr. Weir are Verbal Corrections and they are indicated in pencil in the Margin of the Rules.

Mr. Weir also suggests that in passing the Rules tentatively, the Govt may be requested to report within a year whether the Scheme might not be modified in certain details so as to secure greater promptitude in the despatch of work and gives certain examples as to which modifications may be required.

Submit for orders

30/10/06

after the 1st Councillor

This is a Council matter & has to be taken up with the E&C Rules now under circulation KB

31/10/06

I am under the impression that this was dealt with and disposed of in Council Meeting

2 The present proposals if given effect may be approved.

Of the three examples of Hindus in Uganda

Draft is recommended that the E&C Rules be amended as per Weir for Govt's orders

Note—Contn sh ct

GPB—50 000 -23 10 05

GRS 12J
General and Revenue Secretariat

Edn. File No 355 of 1905 46.

Serial No

In regard to which Mr Meredith thinks Mr Graham's may be necessary it seems to me that example No 1 may be over for the present & that Mr Evans's suggestions and Exhibit A the 2nd Example may be accepted & the Rules as now printed modified accordingly -

The Educational Rules are about to be remitted (on return of file from H-A) to Mr Weir for opinion. But the present draft re Honours & rules of Schooling Wrens may be dealt with separately by Govt.

Circulate -

The draft rules defining the powers and duties of Inspecting Officers of the Education Dept may be passed

As regards Example No 1 it is very painful experience that Mr Shakespeare does not

NOTE—Contn sheet

CPB—50 000 -23 10 05

GRS 12
General and Revenue Schedule

File No 355 of 1905

Serial No

strengthen the hands of the District Committee of which the Dy Commr is the President and that the opinions of his own subordinate the Dy Inspectress of schools, often prevail as against the opinions of the Dy Commr & other members of the Committee A Dy Commr who wishes to do something for the girls school finds his enthusiasm chilled by the attitude of the Head of the Education Deptt and matters are allowed to slide This is the reason why the District Committees have become inert - Mr Bhabha does not care to use them to the best advantage but places the President (Dy Commr) in an unenviable position from which he naturally wishes to recede.

The Education Deptt wants a good deal of reforming -

BV Kittamanakeri

Note—Contn sheet

MGCPB—50,000—17 2 0,

Mr Cook Secy to Govt

and Revenue
Secretariat

GS2 File No 1795 of 1905

Serial No

In para 2 of his letter Mr Weir mentions three points on which he would like the rules to be modified after a year's working of the draft rules. The Dewan thinks that Mr Weir's definite ~~suggestions~~ opinions & suggestions on how the rules should be modified on these & other points, may be invited & considered once for all ~~before~~ now before the rules are passed.

BO
CSB
27/11/06

Draft recd & submitted
Mr Chevallier before going
27/11/06

VDJ
29/11/06

1585
30-11-06

Draft Subd to 7th Commission
VDJ
29/11/06

DB
29/11/06

Approved
Mr Chevallier

Done DB
7/12/06

Non—Contn sheet

MGGI B—50,000—17 2 0

G R.S 12]
General and Revenue Secretariat

Ed File No 355 of 1906-07

Serial No	
5	To the offg Insp Genl of Education Letter no 5111 dy 14 12 06 Vide reference to sl no 4 request the offg Insp Genl to furnish his definite opinions and suggestions as to how the rules should be modified in regard to the points therein referred to & other points, as Govt would like to consider the question once for all before the rules are passed From the Insp Genl of Education Letter no $\frac{6640}{558}$ dy 12 3 07 Submits his views on the points raised in the
6	letter (sl no 5) addressed to the offg Insp Genl who has not replied to the same. In his present Comm Mr Bhabha offers an explanation on the modifications & alterations in the rules suggested by Mr Wen in his letter no $\frac{2917}{265}$ dy 23 10 06 (1) Instead of deleting the last sentence of para I of chapter II, was proposed by Mr Wen, Mr Bhabha proposes that rule 14 of the rules for the guidance of Girls' School Committees may be modified by substituting "Inspector for "Inspector General" (Vide dy nos 13156-Ed 2663/10 202)
	(2) Mr Bhabha states that the reasons given by the offg Insp Genl for departing from the long standing custom of the Province into East-

NOTE—Contn sheet

GPB—60'00—25-2-07

Serial No

and West circles are not adequate; transfers of teachers from Mardan to Malakand & vice versa are not frequent & can easily arranged by the Inspectors between themselves

(3) As to the direct correspondence between the Head masters & Head mistresses of A V Schools at Distt Head Quarters and the Inspectors, suggested by Mr Wace, Mr Bhabha states that Deputy Inspectors of Districts should not be wholly deprived of the Control over the A V Schools & Girls Schools at Distt Head Quarters as in the case of Schools in the rest of his District

(4) Mr Bhabha states that it would be greatly disheartening to the Head masters of High Schools if they are placed entirely under the Control of the Inspectors and that the administrative Control of High Schools will be shared between the Inspr Genl & the Inspectors

Mr Bhabha states that the draft Inspection Code has been prepared with great care and much deliberation & requests Sanction thereto en bloc He adds also that he is quite agreeable to make the necessary modifications in the Code, when further experience and future departmental Conferences may suggest

Submitted for orders of the Hon'ble

Revenue Commissioner 28/3/07

30/3/07

Note—Contn sheet

30

G I B—00 00-25 2-07

G R S 12]
General and Revenue Secretariat

Edn. File No 355 of 1906-7

Serial No

Recommendations Note Made May be accepted & the Code framed with the alterations he has suggested - The Code is not going to be unalterable law. It can be amended where experience shows amendment to be really necessary

Circulate Rpo

134 S-
13 4 07

I am fully in accord with Mr Weir's proposal that the Honorary Secretaries of the Girls' schools at District Hqrs should, as hitherto, correspond with the D Y of Education and not with the Inspectress or Dy Insps of schools The Committees of these schools are presided over by Deputy Comrs and should be in a position to correspond with the D Y of Education - and not with

Note—Contn sheet

Serial No

Inspector of schools about whose status the I-G remarks in para 4 (3) of his letter of 13th March 1907 - that he would not place the Head Masters of High schools entirely under their Control as such a course "would greatly dishearten" them Mr Bhabha might extend the same consideration to the Head of the Districts in matters of Correspondence If Mr Bhabha insists on his proposal, the Dy Commr might be relieved from his awkward position and an Asst Commr appointed President of the Committee I would invite attention to my remarks dated 7.11.06

I agree to the other suggestions made by Mr Bhabha

K.M. Kothawala 13/4/07

Note—Contn sheet

4427 14/4/07

G1 B-50 '00 25-2-57

Dewey 12/4/07

GRS 12J

General and Revenue Secretariat | Edn File No 355 of 1905

Serial No

Place before Council
I think we should further consider the question of vesting the charge of Circle Inspectors & of Girls Schools Committees Correspondence direct with D.S. of Education 29/4/1907

Rule subd to the first Circle (as decided at the Council meeting today) for better reference to the number of schools in the two Circles.

26/5/07

2717
29.4.1907

The Distts and the no. of schools (for control and inspection by Circle Inspectors) constituted into Circles may be as follows. —

Western Circle		Eastern Circle	
Rangoon	44	Thayetmyo	14
Akyab	19	Hanthawaddy	13
Thaungyin	18	Kyaukse	10
Amherst	11	Myingyan	38
	92		75

Distts 17 schools

An arrangement as shown below would make the

Note—Contn sheet

GPB—50 000 -23 10 05

Serial No

The Number of schools are nearly Equal in each circle, and herein I show a fair distribution of Malays & Klings -

Mysore circle		Bangalore Circle	
Mysore	38	Bangalore	44
Hassan	13	Kolar	19
Kadur	10	Shimoga	14
Tumkur	18	Chitaldrug	11
	79		88

Diff^ce 9 schools

With Railway facilities these Schools have quite manageable -

Sd/- 30 Apr 07

GPB—50,000—23 10 05

GENERAL AND REVENUE SECRETARIAT

Council matter

Subject

Revision of the powers and duties of Inspecting Officers in the Educational Department

Circulated to Councillors

By Order,

Secretary

5th November *1906*

T Ananda Row, Esquire, B A ,
First Councillor

2814 9/11/06

Seen by the Councillor

K P Puttanna Chetty Esquire,
Second Councillor

9/11/06

Extract from the Proceedings of the 165th Meeting of the Council of His Highness the Maharaja held at Bangalore on the 29th April 1907.

III Subject --(Clause viii of the Schedule)

Revised draft of a Code of Rules for Inspecting officers in Mysore

O P I N I O N

The Draft Inspecting officer's Code submitted by the Inspector General of Education in Mysore may be passed with the following modifications suggested by Mr Weir, the Officiating Inspector General

1 The two Circles now called the East and West, the former comprising the Districts of Bangalore, Kolar, Tumkur and Chitaldrug and the latter, the other four Districts to be re-constituted as shown below and called hereafter the Bangalore and Mysore Circles -

	Bangalore Circle		Mysore Circle	
1	Bangalore	District	1 Mysore	District
2	Kolar	"	2 Hassan	"
3	Shimoga	"	3 Kadur	"
4	Chitaldrug	"	4 Tumkur	"

This arrangement will make the number of schools more nearly equal in each Circle, and will allow of a fairer distribution of Malnad and Maidan Districts between the Inspectors

Para I of the Draft Code will be modified accordingly

2 The following sentences to be omitted from Para 1, Chapter II, for the reasons specified -

(a) Sentence 2 "The correspondence between the Head Masters and Head Mistresses of Anglo-Vernacular Schools and of Girls' Schools at District Head quarters on the one hand and the Inspector on the other, shall pass through the Deputy Inspector of the District who shall have the power of making recommendations on all subjects to the Inspector " As the Inspectors are placed in administrative charge of the above schools (vide sentence I of the Para), it would save time and correspondence in disposing of references if the Head Masters and Head Mistresses correspond directly with the Inspector instead of through the Deputy Inspector

(b) Sentence 3 "The Honorary Secretaries of these Girls' schools (Girls' schools at District Head quarters) may correspond with the Inspector of the Circle or the Deputy Inspector of the District" Under the rules for the guidance of Girls' School Committees, the Honorary Secretaries of such schools are authorized to correspond with the Inspector General of Education direct and it is not desirable to alter this rule. The Deputy Commissioners of Districts who are Presidents of these Committees should have the privilege of communicating with the Inspector General direct

3 Para I under correspondence Section III, Chapter IV, to be recast as shown below -

"Head Masters of Schools (other than High Schools) shall correspond with and obtain orders from the Inspecting Officer in whose administrative control their schools are placed Head Masters of High Schools shall carry on correspondence through the Inspector of their Circle"

Sd/- V P Madhava Rao,
Dewan of Mysore

Extract
CS Balasundaramurthy
Under Secretary
for Secretary

Submitted to His Highness

In June 1906 Mr Bhabha, the Inspector General of Education, submitted for the sanction of Government, a revised Code defining the powers and duties of the Inspecting Officers of the State, consequent on the revision of the Inspectorate It was also reported that the proposed rules were discussed and approved at a departmental conference of Inspecting Officers

The First Councillor having suggested that the officiating Inspector General Mr Weir's remarks and suggestions might be called for thereon, Mr Weir's opinions were called for

Mr Weir reported that the Code had been drawn up in accordance with the resolutions passed at a conference of Inspecting Officers and that the rules were framed with the object of minimizing friction of conflicting interests and that they might be passed tentatively He however suggested that the concluding sentence of para 1 of chapter II (page 1 of the Code), which states that Honorary Secretaries of Girls

schools at District Head quarters might correspond either with the Inspector of the Circle, or with the Deputy Inspector of the District, might be omitted, as it conflicted with Rule 14 of the Rules for the guidance of Girls' School Committees (Notification No 13156/Ed 266 dated 10th February 1902) according to which Honorary Secretaries might correspond with the Inspector General Mr. Weir suggested that a report might be called for within a year as to whether the scheme might not be modified in certain details He gave certain examples as to which modifications were, in his opinion, required They were -

1) That each Circle Inspector be placed in charge of a set of Districts partly Malnad and partly Maidan, with a view to facilitate transfers of masters, &c ,

2) That Head masters and Mistresses of Anglo Vernacular schools and Girls' schools at District Head Quarters, be made to correspond directly with Inspectors instead of through the Deputy Inspectors

3) That Head masters of High schools, who, under "Correspondence section 1 page 16, are to correspond with and obtain orders of the Inspector General, be made to correspond with Inspectors who are in charge of High schools, or that the High schools be taken under the direct control of the Inspector General

The First Councillor in generally approving of Mr Weir's proposals, stated, with reference to the three items in regard to which modifications were suggested, that item No 1 might lie over for the present, and that Nos 2 and 3 might be accepted and the rules modified accordingly

The Second Councillor in approving of the proposed rules, observed that Mr Bhabha was not strengthening the hands of the District Committees of Girls' schools of which the Deputy Commissioner was the President and that the opinion of his (Mr Bhabha's) own subordinate often prevailed, as against that of the Deputy Commissioner and others of the Committee

I had the papers sent back to Mr Weir for definite opinions and suggestions as to how the rules should be modified so that the matter might be considered once for all and settled Before Mr Weir could reply to this reference, Mr Bhabha resumed charge as Inspector General of Education and he has now sent a reply He states that he would not leave out the concluding sentence of para 1, chapter II, but would substitute "Inspector" for "Inspector General in Rule 14 of the Rules for Girls' School Committees

Papers under removal

(21

He adds that a Deputy Commissioner who presides over a school committee will not suffer in dignity, as it is the Secretary of the committee that corresponds with the Circle Inspector, and not the Deputy Commissioner Regarding the other three items with reference to which Mr Weir had proposed some modifications he states (1) that there are not strong reasons for departing from the division of the Province into two circles as now existing, (2) that Deputy Inspectors of schools should not be deprived of control over Anglo Vernacular and Girls' schools at District Head quarters, and (3) that it would be disheartening to Head masters of High schools if they were placed under the control of Inspectors He concludes by saying that the Code has been drawn up with great care and deliberation and that the same may be sanctioned in its entirety

The papers having been circulated to the Councillors, both have expressed themselves in favour of Mr Bhabha's recommendations being accepted The Second Councillor has however repeated his original recommendation that Honorary Secretaries of Girls' schools at District Head quarters should, as hitherto, correspond with the Inspector General of Education

and not with the Inspector or Deputy Inspector, and that if Mr Bhabha insists upon this, he suggests that the Deputy Commissioners may be relieved from this awkward position, Assistant Commissioners being appointed President of the Committee

The matter was considered in Council, and the appended extract from the Council proceedings contains the views of the Council on the several points about which there was some difference of opinion The recommendations therein made, may be approved

11/5/[illegible]

(21)

Record of Cases submitted for the Orders of His Highness the Maharaja

Subject

1550/7
883

Revised Code defining the duties and powers of Inspecting Officers of the Education Department in Mysore

853

Order

Approved
~~K R W~~
21/5/07

Dewan's order
Please issue
RD
CRB
23/5/07

Submit copy of G.O. for appl. before issue
23/5/07

G P S

Facing sheet for Cases included in the schedule appended to Notification No 36 of the 8th Aug 1907

GENERAL AND REVENUE SECRETARIAT

Subject— Revision of the powers and duties of Inspecting officers in the Educational Department

	Date	Initial of Officer himself or responsible Deputy
Received in the Secretariat	12 6 1906	
Submitted to Secretary	-	
Submitted by Secretary to ~~Dewan or~~ Councillor in charge	31 10 06	
Returned to Secretary	3 11 06	
Circulated by Secretary for Council	5 11 06	
Forwarded by 1st Councillor	Seen by Cl 7 4 07	
Forwarded by 2nd Councillor	7 11 06 / 13 4 07	hj
Received in Secretariat	15 4 07	
Considered in Council	29 4 07	
Submitted to the Dewan	4 5 07	
Submitted to His Highness	21 5 07	
Orders passed by His Highness		
Final Orders issued		
Circulated to Councillors		
Passed on by the Councillor		
Returned to Secretary by Councillor		

GPL—1,000 -3] R.06

G R. 4 12]
General and Revenue Secretariat

EdSh File No 355 of 1906-07

Serial No

Draft Sabd to the 1st Commissr

Vide
24/5/07

BB
30/5/07

3065
30.5.1907

1. Approved

2. The Secy will do well to write Demi officially to the Dpty of Edn to suggest any alteration in the terms of sec 2 Chap III - Salaries if he considers such to be necessary in the light of the recent Govt of India Resolution - [Intact the rule is all right as it stands] Vide 6/June/07

I done ; & then put up a draft of a Do to the Dpty. 6/6/07

KSR 8/6

7. To the D. G of Education and the Comptroller No 1176 1-2 dated 12/6/07.

Sanctions ; with certain modifications, the revised rules for the guidance of the Inspecting Officers of schools in Mysore.

Seen
KBR
13/7/07

Secy
Attn
5/July

NOTE—Contn sheet

GPB—50 000—17-3-07

Edn. 81.

$9630

OFFICE OF INSPECTOR GENERAL OF EDUCATION IN MYSORE

No. 2657/638 Dated (1) Bangalore, 10th June 1906

From

H J BHABHA, Esq, MA

Inspector General of Education in Mysore

Ed 355-05
Sl-1

To

The Secretary to the Government of
H H the Maharaja of Mysore General
and Revenue Departments Bangalore

SIR,

I have the honour to submit for sanction a revised Code of Rules for Inspecting Officers in Mysore All the rules with a few exceptions were discussed and approved in a Departmental Conference of Inspecting Officers which was held on the 2nd and 3rd January last I request that the code may be kindly approved en bloc and brought into force at as early a date as possible. The new code is a great improve-
-men.

improvement over the rules for the guidance of inspecting officers passed by Government Order No 9183 2/Ed dated 17th October 1903 Any modifications or additions which may be suggested by experience may be adopted in future editions of the Code

I have the honour to be
Sir,
Your most obedient servant

Inspector General.

G.R.S. 26]

355-8

File No [redacted]
Serial No 2

Diary No of letter replied to 9636

No 1931 dt 31-8-06

General and Rev Secretariat
( )
, *the* 190

To

J Weir Esq Ins. Genl.
Offg Inspr Genl of
Cstms in Hyderabad

Date of issue 31-8-06

Signed by [illegible]

Sir

I am directed to
to Request you to ~~kindly~~ favor
Govt with your Remarks &
Suggestions, if any, on the Revised
Inspecting officers Code Submitted
with Mr Bhabha's letter No
9657/638 dt the 10th June 1906.

I have etc

[illegible]
29/8/06
for Secretary

over.

Your Earliest Convenience

Vim 27/8/06

SUBJECT

Dft'd 29/8

Typed 30/8 [illegible] 30/8

Sd 27/8/06

List of enclosure

Copied by

Examined by

D 3704 (4)

Edn 81]

OFFICE OF INSPECTOR GENERAL OF EDUCATION IN MYSORE,
Bangalore, 23rd October 1906

No 2917
245

GO 355-05
SC-4

From H J Bhadha Esq,
~~H J BHADHA, ESQ~~,
Inspector General of Education in Mysore,

To

K S Chandrasekhara Iyer Esq, BA BL,
Secretary to the Govt of H H
the Maharaja of Mysore,
General and Revenue Depts,
Bangalore.

SIR

With reference to your No 1931 dated
ED (355-05)-2
31st August 1906, I have the honour to inform you that the Inspecting officers Code was drawn up in accordance with the resolutions passed at a conference of Inspecting officers and so far as I can judge the rules have been framed with the object of minimising friction of conflicting interests I think that the rules may be passed tentatively as they stand with the following exceptions.—

(1) Chapter 2 Par. 1 Delete "The Honorary Secretaries of these girls' schools may correspond either with the Inspector of the Circle or the Deputy Inspector of the District"

Thus

This conflicts with the rule at present in force for the guidance of Girls' School Committees, and before the present rule is modified the Secretary of the Girls' School Committee Bangalore should be consulted.

(2) Chapter (3) Section 2 Par 3 (11) For "number of pupils in boys' Schools" read "number of girls in boys' Schools"

I think that this is a misprint.

(3) Chapter (4) Page 11 Section 7 For "and whose pay" read "and their pay"

In passing orders on the subject I think that Government might request the Inspector General to report within a year whether the scheme might not be modified in certain details so as to secure greater promptitude in the despatch of business The following are examples.

(1) By the division into East and West Circles one Inspector is in charge of a division which is mainly Malnad another in charge of a division which is mainly Maidan - When it is necessary to effect an exchange of two masters from the Malnad to the maidan and vice versâ, both inspectors must be consulted, which leads to correspondence

and

and delay. Would it not be possible to make another division so that each Inspector should be in charge of a district partly malnad and partly maidan, and so be able to make such transfers in his own district?

(2) Under Chapter II Section 1 Inspectors are in administrative control of Anglo-Vernacular Schools and Girls' Schools at District Head quarters. But the correspondence between the Head Masters and Headmistresses on the one hand and the Inspector on the other must pass through the Deputy Inspector. Would it not save time and correspondence in disposing of references if the Headmasters and mistresses corresponded directly with the Inspector?

(3) Under Chapter II Section 1 Inspectors are in charge of High Schools. But under "Correspondence" page 15 16 Section 1 Headmasters of High Schools are to correspond with and obtain orders from the Inspector General. If the Inspector is to be, in any sense, in administrative charge this will involve copies of the correspondence being

being sent to him Would it not save time and correspondence if they were to correspond with the Inspector or if the High Schools were to be under the direct control of the Inspector General?

I have the honour to be,
Sir,
Your most obedient Servant
J Wen
Ag Inspector General -

G.R.S 26]

File No 355-05

Serial No 5

Diary No of letter replied to 3704

No 5-111

General and Rev Secretariat
( )
, the 190

To

The Offg Insp Genl of Govt
in Mysore

Date of issue 14 12 06

Signed by

Sir,

Adverting to your letter No 2917/245 dated the 23rd October 1906 stating that the Rules for the guidance of the Insp officers issued by the Govt of India may be sanctioned tentatively with certain exceptions and that the Govt may be asked to report within a year whether they might not be modified in regard to the 3 points given as examples in para 2 thereof I am directed to state in reply that you will be so good as to furnish your definite opinion and suggestions as to how the

Suggesting

over

SUBJECT

Rules should be modified on these and other points, as Govt would like to consider the question once for all, before ~~passing~~ the Rules are passed

I have etc

29/11/06

for Secretary

29/11/06

29/11/06

Telefendum

Copied by

Compared by

MCCII—2000 1-1-04

D 7838

U R G E N T

Edn 355-36

Edn 81]

OFFICE OF INSPECTOR GENERAL OF EDUCATION IN MYSORE,

No 6640/558 *Bangalore,* 14th March 1907

From

H J BHABHA, ESQ M A,

Inspector General of Education in Mysore

To

K S Chandrasekhara Aiyar Esq B A B L,

Secretary to the Government of H.H the Maharaja of Mysore,

Revenue and General Departments, B a n g a l o r e

SIR,

With reference to your letter No 5111 / Ed 355-05 dated 14th December 1906 which was addressed to the Acting Inspector General but has not been replied to by him I have the honour to inform you that t want of the new Inspection Code is greatly felt by the Inspecting Staff in their work and to submit the following views on the points raised in the Acting Inspector General's letter No 2917 / 24b of 23rd October 1906

2 The new Inspection Code before it was submitted to Government for sanction was fully discussed at a Conference of Inspecting Officers and all the points raised by the Acting Inspector General had been carefully considered

3. In para 1 of the Acting Inspector General's letter No 2917/24b he suggests that the following sentence may be omitted from Chapter 2 para 1 - " The Honorary Secretaries of these Girls' Schools (at District Headquarters) may correspond either with the Inspector of the Circle or the Deputy Inspector of the District " The reason given for the omission is that this rule conflicts with with Rule 14 for the guidance

guidance of the Committees of Government Girls' Schools which was made to meet the cases of such girls' school Committees as are presided over by Deputy Commissioners No objected to correspond with the Deputy Inspector of the District when the office of Circle Inspectors had not been created The Girls' Schools at District Headquarters are placed by the new Inspection Code under the direct control of the Circle Inspector and it can not be said that a Deputy Commissioner who presides over a school committee will suffer in dignity if the Committee through its Secretary corresponds with the Circle Inspector No Collector in British India thinks he loses dignity by having to correspond with a Circle Inspector on lower pay than himself The principle is clear that all correspondence relating to a school should in the first instance be addressed as far possible to the Controlling Officer in immediate charge of the school A Deputy Commissioner who is President of a Girls' school Committee does not himself correspond in his official capacity with an Inspecting Officer but the Secretary corresponds in the name of the school Committee I would therefore not leave out the sentence quoted above but propose that in Rule 14 for the guidance of Girls' School Committees the word " Inspector " may be substituted for " Inspector General "

In Chapter 3, Section 2 Para 3 (11) "pupils" is a mistake of the typist for "girls"

In Chapter 4 rule 7 page 11 " and whose pay " should be " or their pay " This was a clerical error

4 I would now briefly refer to the points raised in para 2 of the letter

(1) The Division of the Province into the East and West Circles is sanctioned by long usage both in the Educational and other departments and the reason given for departing from it does not seem to be adequate The transfers of teachers from Multan to Malnad and vice versa are not frequent and can be easily arranged by the two Inspectors between themselves

(2) It is true that the administrative control of Anglo-Vernacular Schools and Girls' Schools at District Headquarters is given to Inspectors in the new Code But at the Conference of Inspecting Officers every Deputy Inspector protested against the correspondence from Headmasters and Headmistresses of these schools going direct to the Inspectors chiefly on the grounds that till recently they were in charge of these schools that even under the new Code they will help the Inspectors in inspecting and examining these schools that under the powers of appointments, leave &c.some of the lower Assistant Masters of these schools should still be under their control and lastly while the Inspector would usually be far away, the Deputy Inspector would be near at hand to attend to the affairs of these schools and help the Inspector with his report and opinion I consider it natural and proper that the Deputy Inspector of the District should not be wholly deprived of that control over the Anglo-Vernacular Schools and Girls' Schools at District Headquarters which he exercises over schools of the same class in the rest of his District The Inspector of the West Circle who was present at the Conference was of the same opinion as the other officers present

(3) Although Inspectors are in a sense in charge of High Schools in as much as they inspect them their powers of appointments leave &c with reference to the teachers in High Schools who are graded are very limited The Inspectors moreover are new to their work and have just been promoted from the rank of High School Headmaster or Deputy Inspector It is not expedient to place High School Headmasters entirely under the control of the Inspectors It would greatly disheart en the Headmasters if they were so placed The Inspector General can easily refer such matters relating to the High Schools to the Inspectors as it is necessary or expedient to refer to them The Inspector General will himself inspect as many High Schools as he can and the administrative control of High Schools will be equally shared between himself and the Inspectors

5. The new Inspection Code has been framed with great care

MYSORE EDUCATION DEPARTMENT

INSPECTING OFFICERS' CODE

****

CHAPTER I - LOCAL JURISDICTION OF INSPECTING OFFICERS.

The local jurisdiction of Inspectors -- The local jurisdiction of the Inspector Bangalore Circle shall extend over the districts of Bangalore, Kolar Shimoga and Chitaldrug and that of the Educational Inspector ~~West~~ Circle shall extend over the districts of Mysore Hassan Kadur and Tumkur Shimoga.

The local jurisdiction of Deputy Inspectors -- The local jurisdiction of a Deputy Inspector shall be confined to the revenue district in which he holds his appointment, except in the case of the Deputy Inspector of Hindustani Schools whose local jurisdiction will extend over all the districts

CHAPTER II-Administrative control of Departmental Institutions

1 Institutions under the administrative control of Inspectors

Subject to the general control of the Inspector General, Inspectors shall have administrative charge within their local jurisdiction of High Schools District Normal Schools Anglo-Vernacular Schools and Girls Schools at District Headquarters There correspondence however between the Headmasters and Headmistresses of all Anglo-Vernacular Schools and of Girls' Schools at District Headquarters on the one hand and the Inspecting ~~controlling staff~~ on the other shall pass through the Deputy Inspector of the District who shall have the power of making recommendations on all subjects to their Inspector. (The Honorary Secretaries of these girls schools may correspond either with the Inspector of the Circle or the Deputy Inspector of the District)

2 Institutions under the administrativ

-- Subject to the general cont

of the Inspector Genera

Inspector of Hindustani Schools, Deputy Inspectors shall have administrative charge of (1) all lower secondary and primary schools at Taluk Headquarters in their District which are not under the direct control of the Inspectors (2) Government Technical Schools except the Mysore Industrial School and the Mysore Engineering School which shall remain under the direct control of the Inspector General and (3) all other lower secondary and primary schools which are not expressly assigned to the Assistant Deputy Inspectors

The Superintendent of the Mysore Industrial School ~~will also~~ shall inspect under the orders of the Inspector General the technical schools from time to time and report on them to the Inspector General.

The Deputy Inspector of Hindustani Schools shall have administrative charge of all Hindustani Schools ~~in the Bangalore and Mysore Districts~~

3 Institutions under the administrative control of Assistant Deputy Inspectors -- Subject to the control of the higher inspecting officers Assistant Deput Inspectors shall have administrative charge of all lower secondary and primary schools expressly assigned to them

4 Lists of Schools directly under the control of Inspectors Deputy Inspectors and Assistant Deput Inspectors -- Inspectors shall prepare before the 15th July a printed list of schools directly under their control and submit two copies to the Inspector General and forward two copies for information to each Deputy Inspector and Assistant Deputy Inspector subordinat to them Every Deputy Inspector shall prepare at the co mencement of the official year before the 10th July a prin ed list of schools directly under his control and submit four copies for approval to the Inspector to whom he is

is subordinate The Inspector shall submit two of the approved lists to the Inspector General Every Deputy Inspector shall also forward for information two copies of the approved list to all the Assistant Deputy Inspectors subordinate to him

The Deputy Inspectors shall also prepare before the 5th July a list of all schools placed under the immediate control of the Assistant Deputy Inspectors under them Four printed copies of the list shall be submitted to the Inspector to whom they are subordinate who will forward two of them to the Inspector General Deputy Inspectors shall also forward ~~four~~ two copies of the list to each Assistant Deputy Inspector under them for their guidance

CHAPTER --III

Section I -- General Rules relating to the organisation of Inspection work.

1 Office Calendar -- An office calender shall be drawn up early in July each year with entries showing month by month the public and local holidays, the dates prescribed for the receipt and despatch of periodical reports and returns from subordinate to the superior offices and all such particulars as will enable the officer to attend to the punctual and expeditious despatch of office business

2 No District or Taluk to be visited more than twice -- The programme of tour shall be so arranged that frequent and hurried tours to the same taluks may be avoided Except for special reasons the same district or taluk should not be visited more than twice during one official year

3 Programme of tour -- Inspectors shall prepare

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3 Programme of tour -- Inspectors shall prepare

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prepare and submit for approval to the Inspector General an annual programme of tour before the end of July

Deputy Inspectors shall prepare and submit for the approval of the Inspector General two copies of an annual programme of tour through the Inspector before the 20th July

Assistant Deputy Inspectors shall prepare and submit for the approval of the Inspector two copies of an annual programme of tour through the Deputy Inspector before the 10th July

4 Inspectors to notify their visits to Districts - Inspectors shall notify to the Deputy Inspectors under them before the 10th of July in what month or months they may be expected to visit their district

5. Each institution to be inspected at least once a year on the same month -- The programme shall be so arranged that each institution is inspected and examined at least once every year and as far as possible in or about the same month in every year so that the results of one full year's work from the date of the last inspection may be tested

6 Minimum number of days on tour -- Inspecting officers shall be out on tour for not less than 200 days in the year They shall provide in their programme not less than 15 days of touring in at least eight months of the year

7 Inspection of Schools in charge of subordinate officers -- Inspectors and Deputy Inspectors shall be expected to test the work of their subordinates by inspecting a fair number of schools in charge of their subordinates

8 Programme to be strictly followed -- After the programme has once been drawn up it shall be followed as

as closely as possible, and if on account of illness or other unavoidable or urgent causes the work put down for a particular month is not completed in that month, the portion remaining unperformed shall be added to the work entered for the following month and the whole of the inspection work for that month shall be completed before the end of the month, the change being notified by each inspecting Officer to his immediate superior

9 Diary of Inspecting officer -- Every Inspecting officer shall keep a Journal of his daily work in a copy of Letts's Diary No 49 or some other number of the same size which will be supplied to him He shall enter in this Diary from day to day the names of schools inspected or visited the names of the places from and to which journeys are made the nature of the work done whether it be correspondence preparation of returns or examination of papers, and state any other information briefly ~~stated,~~ which may be expected to be of use in the preparation of the Annual Report

10 Abstract of work and Diary -- An authenticated summary of the Diary for the past month called the ' Abstract of Work and Diary ' shall be submitted every month along with the Travelling Allowance Bill

11 Diary when to be written up -- The entries in the Diary shall except for good reasons be made on the very day to which they refer

12 Diary to be part of the office records -- The Diary shall be considered a part of the records of the office of the Inspecting officer and may be called for for inspection at any time At the end of the calender year the Diary shall be filed in the office

13 Diary to be handed over to the Inspecting officer's successor -- When an Inspecting officer is transferred goes on leave or retires his

his Diary shall along with the other records of his office be delivered to his successor whether temporary or permanent

Section II - General rules relating to the Inspection of Schools

1 Notice of inspection -- Inspecting officers shall give notice in writing to the Headmaster or Manager of each school they intend to inspect at least a fortnight before the day fixed for the inspection in the programme

2 Papers for the Headmaster to keep ready --Inspecting Officers shall in the notice they give of the intended inspection of any school ask the Headmaster to keep ready a list of the school establishment mark lists for each class with the names of the scholars entered in them progress reports of each class showing the names of the text-books and the quantity of each subject learnt since the last inspection as defined by pages of the text-books, copy books home exercise books and note books of pupils, a memo of all the requirements of the school copies of the annual returns of the schools, the prescribed account books of the Branch Book Depot if any, and the Service Registers of teachers of Government schools

3 Particulars to be attended to at Inspection
Inspecting officers shall attend to the following particulars at the time of inspection -

(1) Buildings accommodation and sanitary arrangements
(2) Furniture and appliances
(3) School Library
(4) Registers of attendance and Fees
(5) Other School Records inclusive of Fee attendance rolls and duplicates of leaving certificates and service registers

(6) Provision for games and physical exercise

(7) Efficiency of the institution from a scholastic point of view

(8) Tone and discipline of the school

(9) Manners and dress of pupils

(10) Interest taken by the School Committee and by Revenue and other officers

(11) Number of ~~pupils~~ in boys' schools and number of low caste pupils

(12) Any local peculiarities and wants

4 Time of Inspection -- Schools shall be inspected during school hours and the inspection shall commence as early in the day as possible

5 Attitude and manners of the Inspecting officer -- Undue haste or hurry shall be avoided at the examination and nothing shall be done that is likely to alarm or embarrass teachers or pupils Reproof shall not be administred to a teacher in the presence of his pupils

6 Methods of instruction to be tested -- The examination shall be such as will test the methods of instruction as well as the progress of pupils

7 Conference with teachers and others -- At the conclusion of the inspection the inspecting officer shall confer with the teachers managers members of the school committee and parents on all matters relating to the well-being of the school He shall endeavour on all occasions to enlist local sympathy in the cause of education

8 Nature of Examination -- In High Schools the VI Form need not be examined except to test the teaching of English and in one or more subjects in which the largest number of pupils have recently failed in the public examination The examinations of th[illegible] IV Forms

Forms shall between them include the principal subjects taught In the V Anglo-Vernacular class the examination shall be confined to English and one or more other subjects in which the largest number of pupils have failed at the last inspection or public examination In the V Vernacular class the examination shall be confined to those subjects in which the largest number of pupils have failed at the last inspection or public examination In all classes below the V class of lower secondary schools and in all primary schools the examination shall as a rule be viva voce, though questions may be dictated to be answered on slate or paper In Arithmetic, Algebra or Geometry there shall not be fewer than four questions each When questions are dictated there shall not be less than five questions in either History or Geography

9 Inspectors may take the help of subordinate officers -- Inspectors may take the help of Deputy Inspectors and Assistant Deputy Inspectors subordinate to them and Deputy Inspectors may take the help of Assistant Deputy Inspectors subordinate to them in the examination of large schools

10 --Inspecting officers may take the help of masters -- Inspecting officers may take the help of the Headmaster and one or more of his Assistants, ~~provided they are men of good character and ability,~~ in the examination of a large school But when they do so they shall be personally responsible that the examination has been conducted satisfactorily and they shall also acquaint themselves as thoroughly with the state and progress of each class as if they had examined it themselves without any help

11 Inspection examination not to take the place of the annual Examination of Lower Secondary Schools -- The Inspection examination shall

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shall not take the place of the annual examination of Lower Secondary Schools which shall be conducted by the school staff Promotions shall be decided by the results of the annual examination and the Headmaster and his staff shall be held responsible for the promotions of pupils to higher classes

12 As a rule the visitors' book of a school that has been inspected shall be written up and returned before the inspecting officer leaves the town or village In those cases in which the visitors' book is taken away by the inspecting officer, it shall be written up and returned from the next halting station

13 The inspection reports of the schools under the immediate control of the Inspectors shall be submitted to the Inspector General for review as soon after the inspection is over as possible

14 The Inspectors, who, The Deputy Inspectors shall submit their inspection reports to them, shall review and pass suitable orders on ~~all reports of schools inspected by the officers under him~~ or submit his recommendations if necessary to the Inspector General for sanction They, Inspectors, shall submit to the Inspector General a concise statement in the prescribed form of the remarks and orders they have passed on the inspection reports of the officers subordinate to them before the 15th of the following month

15 The inspection reports of the schools inspected and examined by the Assistant Deputy Inspectors shall be submitted ~~soon~~ immediately after the inspection and examination are over to the Deputy Inspectors to whom they are subordinate The Deputy Inspectors to whom the reports are submitted shall review them and pass such final orders upon them as are within their powers or submit their recommendations for sanction to the Inspector Before the 10 th of the following month the Deputy Inspectors shall submit to the Inspectors a summarised statement in the

the prescribed form of the remarks and orders passed by them on the inspection reports of the Assistant Deputy Inspectors

16 As soon as possible after the inspection and examination of each school, inspecting officers shall furnish the Headmaster, if the school is a Government institution or the Manager, if the school is an aided institution with a copy of the inspection report at the same time that they submit it to their immediate superio

CHAPTER IV

Section I -- Powers to appoint promote and transfer

1 No one shall without the previous sanction of the Inspector General be appointed for the first time (a) to a teachership carrying more than Rs 10 and less than Rs 20 as pay per mensem unless he has passed the Vernacular Upper Secondary or the Matriculation Examination of the Madras University or (b) to a teachership carrying Rs 20 as pay per mensem unless he has passed the F A Examination of the Madras University

2 No one shall be recommended for appointment for the first time to a teachership carrying more than Rs 20 as pay per mensem unless he has passed the F A Examination of the Madras University or a higher examination

3 No one shall except with the previous sanction of the Inspector General be appointed for the first time (a) to a teachership carrying less than Rs 10 as pay unless he has passed the Vernacular Lower Secondary Examination, and (b) to a teachership carrying Rs 10 as pay unless he has passed the Vernacular Upper Secondary Examination or the English Lower Secondary Examination or the Matriculation Examination of the Madras University

4 First appointments shall as a rule be made on

on probation

5 In making first appointments those who have already given satisfaction in the capacity of acting teacher shall be preferred to those who have not served in the department, other things being equal

6 Teachers of long experience and proved merit may be promoted or recommended for promotion though they have not passed the qualifying examinations considered to be necessary in the case of first appointments of new men

7 Inspectors of schools may appoint and transfer ~~and promote~~ teachers, ~~the~~ if they do not belong to the Graded Educa-tional Service ~~and whose~~ or their pay does not exceed Rs 20, ~~as well as~~ and also clerks whose pay does not exceed Rs 20, and all menial servants subordinate to them, provided that for orders concerning the Headmasters of Middle Schools the approval of the Inspector General ~~shall be~~ is previously obtained

8 Inspectors of Schools may make recommendations to the Inspector General regarding the appointment promotion or transfer of any teacher employed in schools within his jurisdiction who is in receipt of ~~more than~~ Rs 20 per mensem

9 Deputy Inspectors may appoint ~~and~~ transfer ~~and promote~~ teachers gumastas and menial servants whose pay does not exceed Rs 10 a month They may recommend the appointment promotion or transfer of teachers and officials in receipt of higher pay ~~than Rs 10~~ to the Inspector of Schools to whom they are subordinate

10 Assistant Deputy Inspectors shall have the power to recommend to the Deputy Inspector to whom they are subordinate the appointments promotions and transfers of all teachers employed in the schools assigned

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assigned to their control and of gumastas and menial servants of their own office

11 All appointments promotions and transfers ordered by Inspectors ~~of Schools~~ and the Deputy Inspectors under them shall be reported in a prescribed form before the 10th of the following month to the Inspector General

12 All appointments promotions and transfers ordered by Deputy Inspectors shall be reported in a prescribed form before the 10th of the following month to the Inspector of Schools to whom they are subordinate

Section II — Powers of punishments

1 Inspectors may impose in a month a fine not exceeding Rs 5 on any teacher not belonging to the Graded Educational Service clerk or menial servant who has been guilty of insubordination absence without leave, neglect of duty or misbehaviour which is not of a serious nature

2 Deputy Inspectors may impose a fine not exceeding Rs 3 and Assistant Deputy Inspectors a fine not exceeding Re 1 on any of their subordinates guilty of insubordination absence without leave neglect of duty or misbehaviour which is not of a serious nature

3 Inspectors may reduce or suspend any teacher not belonging to the Graded Educational Service Clerk or menial servant subordinate to them for a period not exceeding six months for gross misconduct or neglect of duty in such circumstances as would render dismissal too harsh a punishment

4 Inspectors may recommend to the Inspector General reduction or suspension for a longer period than six months, and dismissal from service of any teacher, not belonging to the graded Educational Service, clerk or

or menial servant subordinate to them for gross misconduct proved dishonesty utter inefficiency, persistent neglect of duty or frequent absence without leave

5 In the case of teachers belonging to the Graded Educational Service Inspectors shall have the power of recommending fines reductions suspensions and dismissals

6 Deputy Inspectors may reduce or suspend any teacher gumasta or menial servant subordinate to them for a period of three months and may recommend reduction or suspension for more than three months of any subordinate who may be guilty of gross misconduct or neglect of duty in such circumstances as would render dismissal too harsh a punishment

7 Deputy Inspectors and Assistant Deputy Inspectors may recommend the dismissal from service of any subordinate for gross misconduct, proved dishonesty utter inefficiency persistent neglect of duty or frequent absen-, without ~~from~~ leave

8 Assistant Deputy Inspectors may recommend a fine exceeding one Re reduction or suspension of any official or menial servant subordinate to them

9 The reasons for punishments shall be fully and clearly recorded in every case both on the files relating to them and in the history of the services of the subordinates who are punished

10 Inspectors shall send to the Inspector General a statement showing the fines reductions and suspensions ordered or sanctioned by them, as well as statements of the punishments inflicted by the inspecting officers subordinate to them before the 20th of the following month

11 The Deputy Inspectors shall submit to the Inspector two copies of a monthly statement of all punishments

punishments inflicted or sanctioned by them before the 10th of the following month

12 The Assistant Deputy Inspectors shall submit to the Deputy Inspector three copies of a monthly statement of fines imposed by them before the 5th of the following month

13 In all cases in which the reduction suspension or dismissal of a subordinate is either recommended or ordered a written explanation of the subordinate who is punished shall be previously obtained

Section III -- Powers as to Leave

1 Inspectors shall have power to grant leave of any kind except ~~furlough~~ and leave on private affairs under the provisions of the Mysore Service Regulations to teachers in schools in the districts assigned to them who do not belong to the graded educational service and to the subordinates of their office

2 Deputy Inspectors shall have power to grant the following kinds of leave to their subordinates, employed in the schools under their control and in their office, in strict accordance with the provisions of the Mysore Service Regulations and to recommend for sanction all other leave to the Inspector -

(i) Privilege leave ~~for a period not exceeding three months~~

(ii) Leave on medical certificate for periods not exceeding three months

(iii) Leave without allowances for periods not exceeding six months

(IV) Casual leave, on exergent cause being shown for short periods not exceeding five working days at a time provided the total absence inclusive of holidays does not exceed seven days,

days, and not exceeding ten days in the calendar year when the subordinate enjoys regular annual vacations, or not exceeding fifteen days when the subordinate does not enjoy regular annual vacations

3 Assistant Deputy Inspectors shall have the power of granting to their subordinates in accordance with the Mysore Service Regulations (1) privilege leave (2) leave without allowances (3) leave on medical certificate for a period not exceeding one month and (4) casual leave and to recommend for sanction all other leave to the Deputy Inspector to whom they are subordinate.

4 The officers granting leave shall also make the acting arrangements which shall be reported to their immediate superior with the monthly report of leave

5 Inspectors shall submit to the Inspector General a monthly return of all leave except casual leave ~~granted or sanctioned~~ returned by them and by the Inspecting Officers subordinate to them before the 20th of the following month

6 The Deputy Inspectors shall submit to the Inspector two copies of the report of all leave except casual leave ~~granted or~~ sanctioned by them before the 10th of the following month

7 Assistant Deputy Inspectors shall submit to the Deputy Inspector three copies of the report of all leave granted by them before the 5th of the following month

Headmasters of Schools

The provisions in the above rules notwithstanding Headmasters of High and Middle Anglo-Vernacular School Normal Schools and Industrial Schools shall have power

power on an emergency occurring of granting casual leave in accordance with the Service Regulations for not more than three days at a time to their subordinates and imposing a fine not exceeding 8 annas on or suspending a menial servant They shall immediately submit a report ~~immediately~~ of the leave or punishment

Correspondence

2 Assistant Deputy Inspectors shall correspond with and obtain orders from the Deputy Inspectors to whom they are subordinate Deputy Inspectors shall correspond with and obtain orders from their Inspector Inspectors shall correspond with and obtain orders from the Inspector General But when a reference is made direct by the Inspector General to a Deputy Inspector or Assistant Deputy Inspector on any subject or by an Inspector to an Assistant Deputy Inspector such a reference shall be answered direct to the Inspector General or the Inspector as the case may be

3 Every inspecting officer shall convey an order in the form of a request to a subordinate officer A subordinate officer shall submit and not forward any communication for information or orders

4 In all official communications whether to a superior or a subordinate inspecting officer a courteous tone shall always be observed

5 As a rule no official communication requiring a reply shall remain unreplied to for more than a week When the circumstances are such that a full reply must be delayed longer an acknowledgement of the reference or an interim reply should be given

*/ Headmasters of High Schools shall correspond with and obtain orders from the Inspector General The Headmasters of all other schools shall subject to rule 1 of Chapter II correspond with and obtain orders from the Inspecting Officer in whose administrative control their schools are placed

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File No 355-05
Serial No 7

Diary No of letter replied to 7838.

Proceedings of the Government of His Highness the Maharaja of Mysore

GENERAL AND REVENUE SECRETARIAT
( )

READ—

Letter No 9657/638 dt the 10th June 1906 from Mr H J Stokes, Mr A, Inspr Genl of Schs in Mysore submitting for approval a Revised Code of Rules for Inspecting officers of Schools in Mysore.

190

Date of issue 12.6.07

Signed by Secretary

2 Correspondence ending with letter No 2917/245 dt 23rd October 1906 from the Hon'ble J Sturr, Mr A, Offg Inspr Genl of Schs in Mysore forwarding his Remarks and Suggestions on the Code of

Order

SUBJECT

Copy sent 10/6/07 to H.S.A. Compd with the case to notice 19/6/07

GPI—7 000—1.8.07

of Rules submitted by Mr.
Bhabha

3. Correspondence ending
with letter No 6640/558 of the
12th March 1907 from Mr. H.J.
Bhabha, I.C.S. of Edn., Requesting
for the reasons given, that
the Code of Rules as originally
Subd. by him may be Sanctioned

::

Order thereon
No: 11761-2 of 12-6-07.
Edn 355-05

::

The Govt consider that the
Rules submitted by Mr. Bhabha
Require modifications as pleased below
~~the~~ the following points ~~&~~ accordingly
~~Govt's~~ Respects as shown below ~~& then are licensed~~
~~to passed the Rules with such modifications~~.

1. The two circles now called the
East and West, the former Com-
prising the Distts of Bangalore,
Kolar, Tumkur and Chital-
drug and the latter, the other
four Distts to be Reconstituted
as shown below and called
hereafter the Bangalore and

GRS 27]

GENERAL AND REVENUE
SECRETARIAT

(Annuation Sheet (1st form)

Mysore circles

3 Bangalore circle,

1 Bangalore Distt
2 Kolar — do
3 Shimoga — do
4 Chitaldrug do —

Mysore circle

1 Mysore Distt
2 Hassan — do
3 Kadur — do
4 Tumkur do

assigned for Inspns

This arrangement will make the number of Schools more nearly equal in each circle, and will allow of a fairer distribution of Inamdar and Maidan Distts between the Inspns.

(2) The following Sentences to be omitted from para I, Chapter II for the reasons specified.

(a) Sentence 2.

"The correspondence between the Head Masters and Head Mistresses of Anglo Vernacular Schools and of Girls' Schools at Distt Head Quarters on the one hand and the Inspns on the other, shall pass through the Dy Inspn of the Distt who shall have the power of making recommendations on all subjects to the Inspns."

As the Inspns are bound

in administrative charge of the above Schools (~~vide Sentence of the page~~). it would save time and Correspondence in disposing of References if the Head Masters and Head Mistresses Correspond directly with the Insp^rs instead of through the Dy Insp^rs. This is accordingly provided for in the Section under ~~Correspondence - reference~~

Correspondence is the word used in the Rules & So "Reference" is correct for Correspondence

(b) Sentence 3.

"The Honorary Secretaries of these Girls' Schools (Girls' Schools at Distt Head Quarters) may Correspond with the Insp^rs of the Circle or the Dy Insp^rs of the Distt"

This Conflicts with the Rules for the guidance of Girls' Schools Committees under which the Honorary Secretaries of such Schools are authorised to correspond with the Insp^rs Genl of Edn^n direct and it is not desirable to alter this rule. The Dy Comm^rs of Distts who are Presidents of these Committees should have the privilege of communicating Correspondence with the Govt direct

(3) Para I ~~under Correspondence~~ Stet Section III, Chapter IV, to be recast as follows:—

GRS 27

GENERAL AND REVENUE SECRETARIAT

(Continuation Sheet Draft Form)

"Head Masters of Schools (other than High Schools) shall correspond with and obtain orders from the Distrct Officer in whose administrative Control their Schools are placed. Head Masters of High Schools shall carry on Correspondence through the Inspr of their Circle."

2 The Rules with the above modifications are passed as appended hereto.

JB 30/5/07
Secretary

To The Govt of Kashmir

Kue 66
29/9/07

"Reference" is the word used in the Rules & "Reference" is corrected to "Correspondence"

Approved 07

Privr

To copies of the order with the Rules &
To copies of the Rules
Lone will have to be printed & completed

SGCLB—50000—5 1 05

READ—

1 Letter No 965/—638 dated the 10th June 1906 from Mr H J Bhabha M A Inspector General of Education in Mysore submitting for approval a revised code of rules for inspecting officers of schools in Mysore

2 Correspondence ending with letter No 2917—245 dated the 23rd October 1906 from Mr J Weir M A Officiating Inspector General of Education in Mysore furnishing his remarks and suggestions on the code of rules submitted by Mr Bhabha

3 Correspondence ending with letter No 6640—558 dated the 12th March 1907 from Mr H J Bhabha Inspector General of Education requesting for the reasons given that the code of rules as originally submitted by him may be sanctioned

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No 11761 2—EDN 355 05 7, DATED BANGALORE, 12TH JUNE 1907

ORDER THEREON —The Government consider that the rules submitted by Mr Bhabha require modifications as shown below —

(1) The two circles now called the East and West, the former comprising the districts of Bangalore, Kolar, Tumkur and Chitaldrug, and the latter, the other four districts, to be reconstituted as shown below and called hereafter the Bangalore and Mysore Circles —

Bangalore Circle		*Mysore Circle*	
1	Bangalore District	1	Mysore District
2	Kolar „	2	Hassan „
3	Shimoga „	3	Kadur „
4	Chitaldrug „	4	Tumkur „

This arrangement will make the number of schools assigned for Inspectors more nearly equal in each circle and will allow of a fairer distribution of malnad and maidan districts between the Inspectors

(2) The following sentences will be omitted from para I, Chapter II, for the reasons specified —

(*a*) Sentence 2—

> "The correspondence between the Head Masters and Head Mistresses of Anglo Vernacular Schools and of Girls Schools at District Head quarters on the one hand and the Inspector on the other shall pass through the Deputy Inspector of the district who shall have the power of making recommendations on all subjects to the Inspector '

As the Inspectors are placed in administrative charge of the above schools, it would save time and correspondence in disposing of references if the Head Masters and Head Mistresses correspond directly with the Inspector instead of through the Deputy Inspector This is accordingly provided for in the section under correspondence

(*b*) Sentence 3—

> "The Honorary Secretaries of these Girls' Schools (Girls' Schools at District Head quarters) may correspond with the Inspector of the Circle or the Deputy Inspector of the district "

This conflicts with the rules for the guidance of Girls School Committees under which the Honorary Secretaries of such schools are authorized to correspond with the Inspector General of Education direct, and it is not desirable to alter this rule The Deputy Commissioners of Districts who are Presidents of these Committees should have the privilege of communicating with the Inspector General direct

(3) Para I under "Correspondence, Section III, Chapter IV, to be recast as follows —

"Head Masters of schools (other than High Schools) shall correspond with and obtain orders from the Inspecting Officer in whose administrative control their schools are placed Head Masters of High Schools shall carry on correspondence through the Inspector of their Circle

2 The rules with the above modifications are passed as appended hereto

K S CHANDRASEKHARA AIYAR,
Secy to Govt, Gen & Rev Depts

To The Inspector General of Education in Mysore
The Comptroller Mysore Government

MYSORE EDUCATION DEPARTMENT

INSPECTING OFFICERS CODE

CHAPTER I —LOCAL JURISDICTION OF INSPECTING OFFICERS

1 *The local jurisdiction of Inspectors* —The local jurisdiction of the Inspector, Bangalore Circle, shall extend over the districts of Bangalore, Kolar, Shimoga and Chitaldrug, and that of the Educational Inspector, Mysore Circle, shall extend over the districts of Mysore, Hassan, Kadur and Tumkur

2 *The local jurisdiction of Deputy Inspectors* —The local jurisdiction of a Deputy Inspector shall be confined to the Revenue district in which he holds his appointment, except in the case of the Deputy Inspector of Hindustani Schools whose local jurisdiction will extend over all the districts

CHAPTER II —ADMINISTRATIVE CONTROL OF DEPARTMENTAL INSTITUTIONS

1 *Institutions under the administrative control of Inspectors* —Subject to the general control of the Inspector General, Inspectors shall have administrative charge within their local jurisdiction of High Schools, District Normal Schools, Anglo Vernacular Schools, and those Girls Schools that are at District Head quarters

2 *Institutions under the administrative control of Deputy Inspectors* —Subject to the general control of the Inspectors and the final control of the Inspector General, and except in the case of the Deputy Inspector of Hindustani Schools, Deputy Inspectors shall have administrative charge of (1) all Lower Secondary and Primary Schools at Taluk Head quarters in their district which are not under the direct control of the Inspectors, (2) Government Technical Schools except the Mysore Industrial School and the Mysore Engineering School, which shall remain under the direct control of the Inspector General, and (3) all other Lower Secondary and Primary Schools which are not expressly assigned to the Assistant Deputy Inspectors

The Superintendent of the Mysore Industrial School shall inspect under the orders of the Inspector General the Technical Schools from time to time and report on them to the Inspector General

The Deputy Inspector of Hindustani Schools shall have administrative charge of all Hindustani Schools

3 *Institutions under the administrative control of Assistant Deputy Inspectors* —Subject to the control of the higher inspecting officers, Assistant Deputy Inspectors shall have administrative charge of all Lower Secondary and Primary Schools expressly assigned to them

4 *Lists of schools directly under the control of the Inspectors, Deputy Inspectors and Assistant Deputy Inspectors* —Inspectors shall prepare before the 15th July a printed list of schools directly under their control, and submit two copies to the

Inspector General, and forward two copies for information to each Deputy Inspector and Assistant Deputy Inspector subordinate to them Every Deputy Inspector shall prepare at the commencement of the official year, before the 10th July, a printed list of schools directly under his control and submit four copies for approval to the Inspector to whom he is subordinate The Inspector shall submit two of the approved lists to the Inspector General Every Deputy Inspector shall also forward for information two copies of the approved list to all the Assistant Deputy Inspectors subordinate to him

The Deputy Inspectors shall also prepare before the 5th July a list of all schools placed under the immediate control of the Assistant Deputy Inspector under them Four printed copies of the list shall be submitted to the Inspector to whom they are subordinate who will forward two of them to the Inspector General Deputy Inspectors shall also forward two copies of the list to each Assistant Deputy Inspector under them for their guidance

CHAPTER III

SECTION I —GENERAL RULES RELATING TO THE ORGANIZATION OF INSPECTION WORK

1 *Office calendar* —An office calendar shall be drawn up early in July each year with entries showing month by month, the public and local holidays, the dates prescribed for the receipt and despatch of periodical reports and returns from subordinate to the superior offices, and all such particulars as will enable the officer to attend to the punctual and expeditious despatch of office business

2 *No district or taluk to be visited more than twice* —The programme of tour shall be so arranged that frequent and hurried tours to the same taluks may be avoided Except for special reasons, the same district or taluk should not be visited more than twice during one official year

3 *Programme of tour* —Inspectors shall prepare and submit for approval to the Inspector General an annual programme of tour before the end of July

Deputy Inspectors shall prepare and submit for the approval of the Inspector General two copies of an annual programme of tour through the Inspector before the 20th July

Assistant Deputy Inspectors shall prepare and submit for the approval of the Inspector two copies of an annual programme of tour through the Deputy Inspector before the 10th July

4 *Inspectors to notify their visits to districts* —Inspectors shall notify to the Deputy Inspectors under them before the 10th July in what month or months they may be expected to visit their district

5 *Each institution to be inspected at least once a year in the same month* — The programme shall be so arranged that each institution is inspected and examined at least once every year, and as far as possible in or about the same month in every year, so that the results of one full year s work from the date of the last inspection may be tested

6 *Minimum number of days on tour* —Inspecting officers shall be out on tour for not less than 200 days in the year They shall provide in their programme not less than 15 days of touring at least 8 months of the year

7 *Inspection of schools in charge of subordinate officers* —Inspectors and Deputy Inspectors shall be expected to test the work of their subordinates by inspecting a fair number of schools in charge of their subordinates

8 *Programme to be strictly followed* —After the programme has once been drawn up, it shall be followed as closely as possible, and if, on account of illness or other unavoidable or urgent causes, the work put down for a particular month is not completed in that month the portion remaining unperformed shall be added to the work entered for the following month, and the whole of the inspection work for that month shall be completed before the end of the month, the change being notified by each inspecting officer to his immediate superior

9 *Diary of inspecting officer* Every inspecting officer shall keep a journal of his daily work in a copy of Letts's Diary No 49 or some other number of the same size which will be supplied to him He shall enter in this diary from day to day the names of schools inspected or visited, the names of the places from and to which journeys are made, the nature of the work done, whether it be correspondence, preparation of returns or examination of papers, and state any other information briefly which may be expected to be of use in the preparation of the annual report

10 *Abstract of work and diary* —An authenticated summary of the diary for the past month called the 'Abstract of work and diary' shall be submitted every month along with the travelling allowance bill

11 *Diary when to be written up* —Entries in the diary shall, except for good reasons, be made on the very day to which they refer

12 *Diary to be part of the office record* —The diary shall be considered a part of the records of the office of the inspecting officer, and may be called for, for inspection at any time At the end of the calendar year the diary shall be filed in the office

13 *Diary to be handed over to the inspecting officer's successor* —When an inspecting officer is transferred, goes on leave, or retires, his diary shall along with the other records of his office be delivered to his successor whether temporary or permanent

SECTION II —GENERAL RULES RELATING TO THE INSPECTION OF SCHOOLS

1 *Notice of inspection* —Inspecting officers shall give notice in writing to the Head Master or Manager of each school they intend to inspect at least a fortnight before the day fixed for the inspection in the programme

2 *Papers for the Head Master to keep ready* —Inspecting officers shall, in the notice they give of the intended inspection of any school, ask the Head Master to keep ready a list of the school establishment, mark lists for each class with the names of the scholars entered in them, progress reports of each class showing the names of the text books and the quantity of each subject learnt since the last inspection, as defined by pages of the text books, copy books home exercise books and note books of pupils, a memo of all the requirements of the school copies of the annual returns of the schools, the prescribed account books of the Branch Book Depot, if any, and the service registers of teachers of Government Schools

3 *Particulars to be attended to at inspection* —Inspecting officers shall attend to the following particulars at the time of inspection —

(1) Buildings accommodation and sanitary arrangements
(2) Furniture and appliances
(3) School library
(4) Registers of attendance and fees
(5) Other school records inclusive of acquittance rolls duplicates of leaving certificates and service registers
(6) Provision for games and physical exercise
(7) Efficiency of the institution from a scholastic point of view
(8) Tone and discipline of the schools
(9) Manners and dress of pupils
(10) Interest taken by the School Committee and by Revenue and other officers
(11) Number of girls in boys' schools and number of low caste pupils
(12) Any local peculiarities and wants

4 *Time of inspection* —Schools shall be inspected during schools hours, and the inspection shall commence as early in the day as possible

5 *Attitude and manners of the Inspecting Officer* —Undue haste or hurry shall be avoided at the examination, and nothing shall be done that is likely to alarm or embarrass teachers or pupils Reproof shall not be administered to a teacher in the presence of his pupils

6 *Methods of instruction to be tested* —The examination shall be such as will test the methods of instruction as well as the progress of pupils

7 *Conference with teachers and others* —At the conclusion of the inspection, the inspecting officer shall confer with the teachers, managers, members of the School Committee and parents on all matters relating to the well being of the school He shall endeavour on all occasions to enlist local sympathy in the cause of education

8 *Nature of examination* —In High Schools the VI Form need not be examined except to test the teaching of English and in one or more subjects in which the largest number of pupils have recently failed in the public examination The examinations of the V and IV Forms shall between them include the principal subjects taught In the V Anglo Vernacular Class the examination shall be confined to English and one or more other subjects in which the largest number of pupils have failed at the last inspection or public examination In the V Vernacular Class the examination shall be confined to those subjects in which the largest number of pupils have failed at the last inspection or public examination In all classes below the V Class of Lower Secondary Schools and in all Primary Schools, the examination shall as a rule be *viva voce*, though questions may be dictated to be answered on slate or paper In Arithmetic, Algebra or Geometry there shall not be fewer than four questions each When questions are dictated, there shall not be less than five questions in either History or Geography

9 *Inspectors may take the help of subordinate officers* —Inspectors may take the help of Deputy Inspectors and Assistant Deputy Inspectors subordinate to them, and Deputy Inspectors may take the help of Assistant Deputy Inspectors subordinate to them in the examination of large schools

10 *Inspecting officers may take the help of masters* —Inspecting officers may take the help of the Head Master and one or more of his assistants in the examination of a large school But when they do so, they shall be personally responsible that the examination has been conducted satisfactorily and they shall also acquaint themselves as thoroughly with the state and progress of each class as if they had examined it themselves without any help

11 *Inspection examination not to take the place of the annual examination of Lower Secondary Schools* —The inspection examination shall not take the place of the annual examination of Lower Secondary Schools, which shall be conducted by the school staff Promotions shall be decided by the results of the annual examination, and the Head Master and his staff shall be held responsible for the promotions of pupils to higher classes

12 As a rule, the visitors book of a school that has been inspected shall be written up and returned before the inspecting officer leaves the town or village In those cases in which the visitors book is taken away by the inspecting officer, it shall be written up and returned from the next halting station

13 The inspection reports of the schools under the immediate control of the Inspectors shall be submitted to the Inspector General for review as soon after the inspection is over, as possible

14 The Deputy Inspectors shall submit their inspection reports to the Inspector, who shall review and pass suitable orders on them, or submit his recommendations, if necessary, to the Inspector General for sanction The Inspectors shall submit to the Inspector General a concise statement in the prescribed form of the remarks and orders they have passed on the inspection reports of the officers subordinate to them, before the 15th of the following month

15 The inspection reports of the schools inspected and examined by the Assistant Deputy Inspectors shall be submitted immediately after the inspection and examination are over to the Deputy Inspectors to whom they are subordinate The Deputy Inspectors to whom the reports are submitted shall review them and pass such final orders upon them as are within their powers or submit their recommendations for sanction to the Inspector Before the 10th of the following month the Deputy Inspectors shall submit to the Inspectors a summarised statement in the prescribed form of the remarks and orders passed by them on the inspection reports of the Assistant Deputy Inspectors

16 As soon as possible after the inspection and examination of each school, inspecting officers shall furnish the Head Master, if the school is a Government Institution, or the Manager, if the school is an Aided Institution, with a copy of the inspection report at the same time that they submit it to their immediate superior

CHAPTER IV

SECTION I.—POWERS TO APPOINT, PROMOTE AND TRANSFER

1 No one shall, without the previous sanction of the Inspector General, be appointed for the first time (*a*) to a teachership carrying more than Rs 10 and less than Rs 20 as pay per mensem, unless he has passed the Vernacular Upper Secondary or the Matriculation Examination of the Madras University, or (*b*) to a teachership carrying Rs 20 as pay per mensem unless he has passed the F A Examination of the Madras University

2 No one shall be recommended for appointment for the first time to a teachership carrying more than Rs 20 as pay per mensem, unless he has passed the F A Examination of the Madras University or a higher examination

3 No one shall, except with the previous sanction of the Inspector General, be appointed for the first time (*a*) to a teachership carrying less than Rs 10 as pay unless he has passed the Vernacular Lower Secondary Examination, and (*b*) to a teachership carrying Rs 10 as pay unless he has passed the Vernacular Upper Secondary Examination or the English Lower Secondary Examination or the Matriculation Examination of the Madras University

4 First appointments shall, as a rule, be made on probation

5 In making first appointments, those who have already given satisfaction in the capacity of act ng teacher shall be preferred to those who have not served in the Department, other things being equal

6 Teachers of long experience and proved merit may be promoted or recommended for promotion though they have not passed the qualifying examinations considered to be necessary in the case of first appointments of new men

7 Inspectors of Schools may appoint and transfer teachers, if they do not belong to the Graded Educational Service or their pay does not exceed Rs 20 and also clerks whose pay does not exceed Rs 20 and all menial servants subordinate to them provided that for orders concerning the Head Masters of Middle Schools the approval of the Inspector General is previously obtained They shall not, however, have the power to promote their subordinates to pay exceeding Rs 20

8 Inspectors of Schools may make recommendation to the Inspector General regarding the appointment, promotion or transfer of any teacher employed in schools within their jurisdiction who is in receipt of more than Rs 20 per mensem

9 Deputy Inspectors may appoint and transfer teachers, gumastas and menial servants whose pay does not exceed Rs 10 a month They shall not however have the power to promote their subordinates to pay exceeding Rs 10 They may recommend the appointment, promotion or transfer of teachers and officials in receipt of higher pay than Rs 10 to the Inspector of Schools to whom they are subordinate

10 Assistant Deputy Inspectors shall have the power to recommend to the Deputy Inspector to whom they are subordinate the appointments promotions and transfers of all teachers employed in the schools assigned to their control and of gumastas and menial servants of their own office

11 All appointments, promotions and transfers ordered by Inspectors and the Deputy Inspectors under them shall be reported in a prescribed form before the 20th of the following month to the Inspector General

12 All appointments promotions and transfers ordered by Deputy Inspectors shall be reported in a prescribed form before the 10th of the following month to the Inspector of Schools to whom they are subordinate

SECTION II —POWERS OF PUNISHMENTS

1 Inspectors may impose in a month a fine not exceeding Rs 5 on any teacher, not belonging to the Graded Educational Service, clerk or menial servant who has been guilty of insubordination, absence without leave, neglect of duty or mis behaviour which is not of a serious nature

2 Deputy Inspectors may impose a fine not exceeding Rs 3 and Assistant Deputy Inspectors a fine not exceeding Re 1 on any of their subordinates guilty of insubordination, absence without leave, neglect of duty, or misbehaviour which is not of a serious nature

3 Inspectors may reduce or suspend any teacher, not belonging to the Graded Educational Service, clerk or menial servant subordinate to them for a period not exceeding six months for gross misconduct or neglect of duty in such circumstances as would render dismissal too harsh a punishment

4 Inspectors may recommend to the Inspector General reduction or suspension for a longer period than six months, and dismissal from service, of any teacher, not belonging to the Graded Educational Service, clerk or menial servant, subordinate to them, for gross misconduct, proved dishonesty, utter inefficiency, persistent neglect of duty or frequent absence without leave

5 In the case of teachers belonging to the Graded Educational Service, Inspectors shall have the power of recommending fines, reductions, suspensions and dismissals

6 Deputy Inspectors may reduce or suspend any teacher, gumasta or menial servant subordinate to them for a period of three months, and may recommend reduction or suspension for more than three months of any subordinate who may be guilty of gross misconduct, or neglect of duty in such circumstances as would render dismissal too harsh a punishment

7 Deputy Inspectors and Assistant Deputy Inspectors may recommend the dismissal from service of any subordinate for gross misconduct, proved dishonesty, utter inefficiency, persistent neglect of duty or frequent absence without leave

8 Assistant Deputy Inspectors may recommend a fine exceeding Re 1, reduction or suspension, of any official or menial servant subordinate to them

9 The reasons for punishments shall be fully and clearly recorded in every case both on the files relating to them and in the history of the services of the subordinates who are punished

10 Inspectors shall send to the Inspector General a statement showing the fines, reductions and suspensions ordered or sanctioned by them as well as statements of the punishments inflicted by the inspecting officers subordinate to them, before the 20th of the following month

11 The Deputy Inspectors shall submit to the Inspector two copies of a monthly statement of all punishments inflicted or sanctioned by them, before the 10th of the following month

12 The Assistant Deputy Inspectors shall submit to the Deputy Inspector three copies of a monthly statement of fines imposed by them before the 5th of the following month

13 In all cases in which the reduction, suspension or dismissal of a subordinate is either recommended or ordered, a written explanation of the subordinate who is punished shall be previously obtained

SECTION III —POWERS AS TO LEAVE

1 Inspectors shall have power to grant leave of any kind except leave on medical certificate for a period exceeding six months, furlough and leave on private affairs under the provisions of the Mysore Service Regulations, to teachers in schools in the districts assigned to them, who do not belong to the Graded Educational Service and to the subordinates of their office

2 Deputy Inspectors shall have power to grant the following kinds of leave to their subordinates, employed in the schools under their control and in their office,

strict accordance with the provisions of the Mysore Service Regulations and to recommend for sanction all other leave to the Inspector —

(i) Privilege leave

(ii) Leave on medical certificate for periods not exceeding three months

(iii) Leave without allowances for periods not exceeding six months

(iv) Casual leave, on emergent cause being shown, for short periods not exceeding five working days at a time provided the total absence inclusive of holidays does not exceed seven days, and not exceeding ten days in the calendar year when the subordinate enjoys regular annual vacations or not exceeding fifteen days when the subordinate does not enjoy regular annual vacations

3 Assistant Deputy Inspectors shall have the power of granting to their subordinates in accordance with the Mysore Service Regulations, (1) privilege leave, (2) leave without allowances, (3) leave on medical certificate, for a period not exceeding one month and (4) casual leave, and to recommend for sanction all other leave to the Deputy Inspector to whom they are subordinate

4 The officers granting leave shall also make the acting arrangements which shall be reported to their immediate superior with the monthly report of leave

5 Inspectors shall submit to the Inspector General a monthly return of all leave except casual leave sanctioned by them and by the inspecting officers subordinate to them, before the 20th of the following month

6 The Deputy Inspectors shall submit to the Inspector two copies of the report of all leave except casual leave sanctioned by them, before the 10th of the following month

7 Assistant Deputy Inspectors shall submit to the Deputy Inspector three copies of the report of all leave granted by them before the 5th of the following month

HEAD MASTERS OF SCHOOLS

The provisions in the above rules notwithstanding, Head Masters of High and Middle Anglo Vernacular Schools, Normal Schools and Industrial Schools shall have power, on an emergency occurring, of granting casual leave in accordance with the Service Regulations for not more than three days at a time to their subordinates, and imposing a fine not exceeding 8 annas on, or suspending a menial servant They shall immediately submit a report of the leave or punishment

CORRESPONDENCE

1 *Head Masters of schools (other than High Schools) shall correspond* with and obtain orders from the inspecting officer in whose administrative control their schools are placed Head Masters of High Schools shall carry on correspondence through the Inspector of their Circle

2 Assistant Deputy Inspectors shall correspond with, and obtain orders from, the Deputy Inspectors to whom they are subordinate Deputy Inspectors shall correspond with and obtain orders from their Inspector Inspectors shall correspond with and obtain orders from the Inspector General But when a reference is made direct by the Inspector General to a Deputy Inspector or Assistant Deputy Inspector on any subject, or by an Inspector to an Assistant Deputy Inspector, such reference shall be answered direct to the Inspector General or the Inspector as the case may be

3 Every inspecting officer shall convey an order in the form of a request to a subordinate officer A subordinate officer shall *submit* and not *forward* any communication for information or orders

4 In all official communications whether to a superior or a subordinate inspecting officer, a courteous tone shall always be observed

5 As a rule no official communication requiring a reply shall remain unreplied to for more than a week When the circumstances are such that a full reply must be delayed longer, an acknowledgment of the reference or an intermediate reply should be given

1906-07

GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE

LOCAL FUND AND SANITARY
(EDUCATION)

PROCEEDINGS

Dated [illegible]

No. 11701-2
[illegible]

Same [illegible] for the g[illegible]
ance of [illegible] ers of schools in
Mysore